

Operations Chief Meeting Minutes
Los Angeles, CA
September 28-29, 1998

Opening Remarks by Ms. Pettibone

Group Leaders Conference is on the list for the General to review however, he has not given his approval as of yet. Kevin Koch is in the middle of an SDW conference, but he should be ready to develop agenda topics in the short term. It is planned to have three full days with an evening question and answer period. Ms. Pettibone wants it to be scenario or case study based with emphasis on paperless initiatives.

Mrs. Eleanor Spector, Director of Defense Procurement, has issued tasking for a group to define "end-to-end" contracting of the future. This will be used in the Standard Procurement System (SPS). Maj Gen Malishenko was asked to lead with support from the Military Services and Defense Agencies.

We are taking a look at financial analysis in DCMC - what do we, and what should we be doing, in DCMC. DCAA is putting people into buying activities (Pax River for example) to do various forms of preaward financial assistance. It's a test program. Briefing being prepared for Maj Gen Malishenko.

Action Item Review, Mr. Bill Gibson

One closed action will be re-opened. July Action #10 (OP0010) was reopened by Ms. Pettibone. Until Cubes and catalogs are developed, this action will remain open.

Three open action items from Mr. Frank Wojtasek will be transferred to LtCol Kathy Johnson (OP0030, OP0014, and OP0013) due to his decision to retire from the government. It is intended for these actions to be briefed at the October Ops Chief Meeting.

OP0001 received a new suspense date of 30 Nov, 1998. This action item addresses the need for a customer service standards system similar to the one in DCMDW.

Action items recommended for closure include OP0025, OP0006, OP0005, OP0044, OP0043, and OP0046.

September Action Items

September Action #1: To find out who the contractors who are degrading in performance because a CPSR was not conducted. Who said it? What does the data bear out? (Mr. Ron O'Daniel)

September Action #2: To transfer the CPSR PAT effort to DCMC-O staff. HQ to prepare the briefing to Gen Malishenko. Come see Ms. Pettibone. (Mr. Ron O'Daniel)

September Action #3: For East and West to review the CPSR data (PLAS, strategy, organization, \$25 million threshold, etc.) and brief at November Ops Chief Meeting. (Ops Chiefs)

September Action #4: For the District Ops chiefs to review the proposed CAO sites (and consequently make any desired changes) and name a District POC. DCMC-O to provide districts with a revised project plan. (Ops Chiefs/Mr. Nelson Cahill)

September Action #5: To develop an action plan for addressing DCMC's areas for improvement and brief at the December Ops Chief Meeting (Mr. Barry Schuler/Lt. Col. James Rego).

September Action #6: To give each CAO commander a package detailing the results of their EVMS Review (Lt. Col. James Rego). This action was held in abeyance, till LtCol Rego got back with Ms. Pettibone.

September Action #7: To nominate a new Ops Chief Meeting secretary for Calendar year 99 (Ops Chiefs).

September Action #8: Mr. Richard Zell to come see Ms. Pettibone about integrating the SPDP effort into the Certification PAT.

September Action #9: To go through at least one Commodity Skill code area using the templates at the October Ops Chief Meeting. In addition, Ms. Pettibone wants to look at the required core competencies so that the Ops chiefs can get a better understanding of what was being briefed (Ms. Donna Albrizio).

September Action #10: The East District to present data at the next Ops Chief Meeting to support the notion that inventory submission timeliness and its relationship to terminations. Frank seems to think that emphasis in this area will lower overage termination dockets.

September Action #11: East/West to find out if there is a document that cancelled the training requirements for QA orientation to packaging (Ops Chiefs).

September Action #12: To check on how they are getting feedback... AMCOM giving them a status of what DCMC has been doing to correct the deficiencies (Mr. Frank Guerrero).

September Action #13: For the Packaging PAT to do a detailed analysis what are packaging specialists doing in relation to the questions from Ms. Pettibone (questions listed in detailed notes of the Ops Chief Meeting). Report status at the November Ops Chief Meeting. This involves creating a baseline of what our specialists do and then figure out what we should be doing (Frank Guerrero).

September Action #14: For the Districts to review the matrix handout and provide recommendations and changes. Bring to the next Ops Chief meeting to discuss disconnects and recommended changes (Ops Chiefs).

September Action #15: For East and Intl to replicate DCMDW TAG strategy. Report status in January 99.

September Action #16: To devise and implement strategy for re-energizing Management Councils (e.g., COB Briefs, success stories on Management Councils for MMR, challenges to CAOs) and brief Maj Gen Malishenko. (Mr. Schmitt)

Questions Raised during the Town Hall Meetings that require Follow-up

1. What is the intent of the help desk? To support Hardware, and/or Software, and/or Functional, or all three. Was there a letter that went out? (Action: DCMC-AC) Asked by Ray Curtis (310)335-4255
2. Is there a service that manages and disseminates all of the specs and standards? East has a subscription but is quite costly. (DCMC-OF and Frank Skeibert will assist) Asked by Rita Camacho (310)335-3917
3. Will Col. Heffners Group (DCMC-AC) split into two groups? If so, how will it be split? (Action: DCMC-AC) Asked by Dave Ganus (DCMDW FASST Chief)
4. Do we need to put out a letter stating our progress with EDW (Electronic Data Workflow)? (Action: DCMC Paperless Team) Asked by Brian Reilly (310)335-3501.
5. What's the status on DISA in relation to DCMC's goal of supporting current initiatives like MRM #2? As an example, 98% of the ACO Mods are intended to be electronic, but 98% of the Mods are not posted to the web like they are supposed to. Bottom line is what is the status of the EDA Web site. (Action: DCMC-AC) Asked by Ms. Keah Shields (310)335-3298.

Topics Covered during the Meeting

VTC Presentation on Surveillance Plans, Ms. Ella Studer
DCMDW TAG Strategy to Assure One Book Compliance, Mr. Robert Chen
Management Councils, Ms. Jill Pettibone
Miscellaneous Issues, Ms. Pettibone
Subcontract Management/CPSR-S, Mr. Fred Lundy
CAPE Software Test, Ms. Pettibone
Town Hall Meeting with DCMDW-O Staff
EVMS Special Reviews, LtCol James Rego
Certification PAT Update, Ms. Donna Albrizio
Termination Charts, Ops Chiefs
Discrepancy Report Analysis, Ops Chiefs
Packaging PAT Charter, Ms. Jill Pettibone
AMS Cube Discussion, Ms. Jill Pettibone
Town Hall Meeting with DCMC Santa Ana

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Ms. Jill Pettibone

Executive Director for Contract Management Operations

Operations Chief Meeting List of Attendees

<u>First</u>	<u>Last</u>	<u>Organization</u>	<u>Phone</u>	<u>e-mail</u>
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